

**INSTRUCTIONS FOR
FILING I-130 PETITIONS FOR IMMIGRANT VISAS IN TURKEY
SYRIA / LIBYA**

In certain cases, U.S. citizens can file immigrant visa petitions at the U.S. Embassy in Ankara. The U.S. Embassy currently accepts I-130 petitions for Syrian Nationals.

To file an I-130 Immigrant Visa Petition, the U.S. citizen (the petitioner) and his/her spouse or child or parents (the beneficiary/applicant) must provide certain application documents, which are listed in the following pages. The Petitioner should submit the I-130 petition to our office in person. You can request an appointment to submit your forms by emailing Ankaraiv@state.gov. The (You) subject line should read "ivpetition – SYRIA" or "ivpetition – LIBYA".

On the day of the interview the petitioner (you) will submit the application documents listed below, pay \$420 petition filing fee and have an interview with the Consular Officer. If the petition is approved, the processing will start. Once the initial processing stage is completed in 7-10 business days we will schedule a final appointment date for your Syrian/Libyan spouse and inform you by email.

The beneficiary should not make specific travel plans to leave Turkey until the final decision by our office.

Please prepare all necessary documents before your interview date; missing documents will delay the issuance of the visa.

DOCUMENTS REQUIRED TO START THE I-130 PETITION IN ANKARA

1. **[Form I-130 \(Petition for Alien Relative\)](#)** fully completed by the U.S. citizen petitioner. Please do not leave any questions blank on the application forms. Questions that do not apply to the applicant's particular situation should be answered "N/A" of "Non Applicable".
2. **[Form G-325A \(Biographic Information\)](#)** fully completed by the petitioner and beneficiary. Please do not leave any questions blank on the application forms. Questions that do not apply to the applicant's particular situation should be answered "N/A" of "Non Applicable".
3. **FEE:** The fee for filing an I-130 petition is \$420. The payment may be made in cash in U.S. dollars or by credit card to the consular cashier. Visa, MasterCard, American Express, Novus/Discover or Diners credit cards and MasterCard or Visa logoed debit cards are acceptable. Personal checks and credit card numbers provided verbally or in writing are not accepted.
4. **PASSPORT, NATURALIZATION CERTIFICATE OR BIRTH CERTIFICATE:** The original and full photocopy of U.S. passport, naturalization certificate, or U.S. citizen petitioner's birth certificate must be provided. A copy of the beneficiary's Syrian/Libyan passport should be provided. Please submit a copy of the biographic page of beneficiary's passport. The beneficiary's passport must be valid for travel to the United States and must have at least eight months validity beyond the issuance date of the visa. Children may be included in a parent's passport, but, if they are over the age of 16, they must have their photograph attached to the passport. Any child age 16 or older whose photograph is not included in their parent's passport must obtain a separate passport.

5. **BIRTH CERTIFICATE OF BENEFICIARY:** For Syrian nationals, family registration “Surat Kayid Aili” or single registration “Surat Kayid Ferdi” certificate is required. Copies with **original translations** will be sufficient to start the I-130 process. Original documents will be required at the time of final visa interview.
6. **MARRIAGE CERTIFICATE:** The original and full photocopy of your marriage certificate is required. If the marriage took place in a country other than Turkey or the United States, a certified English translation of the foreign marriage certificate is also required. Please prepare two sets of this document.
7. **DIVORCE DECREE OR DEATH CERTIFICATE:** If you or your spouse were married previously, provide the original and copy of the divorce decree or death certificate to prove the dissolution of each prior marriage. If the divorce took place in a country other than Turkey or the United States, a certified English translation of the foreign divorce decree is also required. For divorces that took place in the United States or Turkey, the court-certified original divorce decrees must either have the raised seal or rubber stamps of the court and original signatures. Attorney-certified copies without raised seals, rubber stamps or plain photocopies of court-certified divorce decrees will not be accepted. Marriage or birth certificates on which the divorce is registered and translations of divorce documents without the originals are not accepted in lieu of a court-certified divorce decree. For Syrian nationals, “Beyan Talaq” is required. Please prepare two sets of this document.
8. **POLICE CERTIFICATE REQUIRED FOR BENEFICIARIES 16 YEARS AND OLDER:** Applicants are required to submit a police certificate from the country of the applicant’s nationality and current residence. Police certificates are also required from all other countries where the applicant has resided for at least one year after the age 16. Regardless of the length of residence, a police certificate must also be obtained from the police authorities of any place where the applicant has been arrested for any reason. Police certificates from Turkey are known as “**ARŞİV KAYITLI ADLİ SİCİL KAYDI**” (**it is mandatory that they come with the archive records**). Please see the following pages for more information. For Syrian and Libyan nationals, “Sijil Adli” from Syria/ Libya is needed.
9. **COURT AND PRISON RECORDS:** Applicants convicted of a crime must obtain a copy of each court record and any prison record, even if the applicant has been pardoned or granted amnesty. Originals of these documents will be required at the time of the final interview.
10. **OTHER COURT DOCUMENTS:** Copies of court records regarding name changes, age amendments, adoption and similar subjects must also be submitted. Originals of these documents should be submitted at the time of interview.
11. **AFFIDAVIT OF SUPPORT WITH TAX DOCUMENTS:** You must fill out Form I-864 (Affidavit of Support) for your spouse and attach your W-2 and 1040 tax forms for the last taxable year. Please see the attached pages for detailed instructions on how to fill out the [Affidavit of Support](#). If you did not file taxes during the last taxable year, in addition to your form I-864, you must submit a statement explaining why you did not pay taxes. If you do not qualify to sponsor your spouse, you must provide a Form I-864 and supplemental tax documents from a **co-sponsor** along with a copy of his/her U.S. passport or green card.
12. **PHOTOS:** One recent photograph of the petitioner and three recent photographs of the beneficiary.

Regardless of age, all U.S. Immigrant Visa applicants must present four un-retouched color photographs, approximately 2 X 2 inches (5 X 5 cm) in size, taken on a white background. Photographs should meet these requirements:

The applicant must submit full-face photos, taken within the past six months. A full-face photo is one in which the applicant is facing the camera directly.

The face should cover about 50 percent of the area of the photo.

Photos must be taken against a white background.

Photographs should measure 2 inches square (approximately 5 centimeters square) with the head centered in the frame. The head (measured from top of the hair to the bottom of the chin) should measure between 1 inch to 1 3/8 inches (25mm to 35 mm) with the eye level between 1 1/8 inch to 1 3/8 inches (28mm to 35mm) from the bottom of the photo.

The photograph must clearly identify the applicant. The applicant should be dressed in normal street attire without a hat. Uniforms and/or head coverings, which obscure the applicant's features, hair, or hairline, may not be worn. If the applicant must wear head cover, the ears and the forehead must be seen clearly.

Photos should be printed without borders.

Photos taken in front of busy, patterned, or dark backgrounds will not be accepted.

Instant type photographs or digital quality photographs are not acceptable.

Photographs should be taken with a standard single lens reflex type camera using film, which requires standard processing.

Photos that meet these requirements can be taken at any photo studio.

Figure 1. Sample IV Photo



All documents not in English or Turkish must be accompanied by a certified English translation. Official documents received from Turkish authorities do NOT need to be translated into English. However, documents required from other countries must be accompanied by an original certified English translation. Photocopies of translations are not acceptable. The translation must indicate that the translator is certified to translate but does **not** need to be notarized.

All original documents that cannot be replaced (such as birth certificates and marriage certificates) will be returned to you during your interview.

All U.S. government forms (I-130, G-325A, and I-864) can be downloaded from our website at <http://turkey.usembassy.gov>.

DOCUMENTS REQUIRED AT THE BENEFICIARY'S FINAL VISA INTERVIEW

- 1. FEE:** The fee for an immigrant visa is \$325.00 per person. Beneficiary will be required to pay the application fee \$325.00 at the time of final interview. The payment may be made in cash in U.S. dollars or by credit card to the consular cashier. Visa, MasterCard, American Express, Novus/Discover or Diners credit cards and MasterCard or Visa logoed debit cards are acceptable. Personal checks and credit card numbers provided verbally or in writing are not accepted.
- 2. DS-260 IMMIGRANT VISA ELECTRONIC APPLICATION:** Before the interview date, all beneficiaries need to fill out electronic DS-260 Immigrant Visa Application form through Consular Electronic Application Center (CEAC). **This form does not need to be printed after online submission; the electronic version will be accessible to the Consular Officer at the time of interview.** More instructions will be provided to the beneficiary after the petition is approved and the final interview date is scheduled. Please review the Frequently Asked Questions on DS-260 Immigrant Visa Electronic Application on U.S. Department of State's [web site](#).
- 3. PASSPORT PICKUP LOCATION REGISTRATION RECEIPT:** Before coming to our office for an interview, all immigrant visa applicants need to register for their passport pickup location through **usvisa-info.com** or by calling **0850 252 6355 (from Turkey) / (703) 520-2490 (from the U.S.)**. Please note that each passport holder needs to register visa pickup location separately. After successful registry, applicant should print the receipt and bring it on the interview date.
- 4. MEDICAL REPORT:** Before their final immigrant visa interview, all beneficiaries (not the U.S. citizen petitioner) are required to undergo a medical examination performed by the medical doctors authorized by this Embassy. The beneficiary is responsible for making his/her own arrangement for the medical examination with any of the physicians listed on the attached medical information sheet. The beneficiary is also responsible for the cost of the examination. Please see below for detailed information on the medical report.
- 5. PROOF OF RELATIONSHIP:** Petitioners and their beneficiaries will be asked to submit proof of a valid relationship (i.e. proof that you did not get married solely to immigrate to the United States). Applicants should bring letters, photographs, phone bills or other evidence of the relationship to the interview.
- 6. PROOF OF DOMICILE:** The petitioner must have an un-relinquished residence in the United States. Please see the below for information on how you can prove this.
- 7. ORIGINALS:** Please submit originals such as passport, marriage certificate, divorce decrees or court documents to our office during the interview.

AFTER THE INTERVIEW

After the applicant's personal interview, if the file is complete, the visa will be issued and the passport and visa packet will be given to PTT for delivery to the chosen passport pickup location.

Some applicants require extensive administrative processing prior to issuance of the visa. This process generally takes 6 months or longer. No visa for these applicants can be issued until the administrative process is complete.

If administrative processing is required, the beneficiary may be required to return to the Embassy after the process has been completed. The Embassy will request and receive the administrative process results for the applicant from the United States. We recommend that applicants return home while they wait for the completion of the process. Once the administrative processing is completed the applicant's case number (which will be given to you after the petition is approved) will be posted on our website. It will be the applicant's responsibility to check our website to see if the process is completed.

While waiting for the administrative process to be complete, the medical examination may expire. In that case, applicants will need to renew the medical examination.

The validity of the immigrant visa will be limited with the validity of the medical report. An immigrant visa is valid for a maximum of six months from the date of issuance. Applicants must travel to the United States before their immigrant visas expire.

VERY IMPORTANT

No assurance can be given in advance that a visa will be issued. A consular officer will make a decision only after the formal application, documents review and personal interview.

Beneficiaries should not make any travel arrangements for departure, dispose of personal property or make other life changes until the visa has been issued.

This office will make every effort to expedite the process. However should complications arise, applicants may be required to return to this office or furnish additional information.

CONTACT INFORMATION:

Website: <http://turkey.usembassy.gov>

Email: please click on <http://turkey.usembassy.gov/iv-form2.html> to complete the email inquiry form

Frequently Asked Questions (FAQ): Please visit http://turkey.usembassy.gov/faqs_iv.html

For questions on PTT delivery: Please visit https://usvisa-info.com/en-TR/selfservice/contact_us

Address: U.S. Embassy, Consular Section, 110 Ataturk Blvd, Kavaklidere, Ankara 06100, Turkey

AFFIDAVIT OF SUPPORT – FORM I-864

Overview

The I-864 *Affidavit of Support* is a contract between a sponsor and the applicant that is required for some immigrant visas. In this contract the sponsor agrees to provide financial support for the applicant until he/she becomes an American citizen or can be credited with 40 quarters of work (usually ten years).

The sponsor must show that he/she has income equal to or greater than 125 percent of the federal poverty guidelines for his/her household size. The I-864P form lists the required income for different household sizes.

If a sponsor's income is not greater than 125% of the federal poverty guideline, then another person must offer to sponsor the beneficiary. This co-sponsor must fill out a separate I-864, unless the co-sponsor is a member of the sponsor's household (i.e., the co-sponsor claims the original sponsor as a dependent on his or her tax forms).

While photocopies of supporting documents are accepted, only original I-864 forms with sponsors' signatures are acceptable.

US citizens filing I-130 petitions on behalf of their biological children under the age of 18 should complete the form I-864W instead of an I-864 form. Such petitioners are not required to submit supporting documents such as tax returns in addition to their I-864W form. Please note that this rule does not apply for US citizens filing petitions on behalf of their minor step-children. Such petitioners should complete the I-864 form and submit it along with the supporting documents.

Requirements for the Sponsor

A sponsor must be at least 18 years old and either an American citizen or a lawful permanent resident (LPR). The sponsor must also have a domicile (residence) in the United States.

Supporting Documents

A sponsor must attach to the affidavit his or her 1040 tax returns and W-2 forms for the most recent taxable year. If the sponsor claims additional assets on the I-864, he or she must attach proof of those assets as well. NOTE: A sponsor's primary residence and/or car cannot count toward "proof of assets" since a sponsor would not be expected to sell his or her home to sponsor an immigrant.

Consular officers can only accept individual tax returns, not business tax returns, since the individual is sponsoring the applicant, not a business. If the sponsor does not have copies of his/her tax returns, he/she can submit a summary of the returns from the Internal Revenue Service (IRS).

If a sponsor files taxes jointly with his or her spouse, then the spouse must fill out form I-864A (Contract Between Sponsor and Household Member), which is attached to form I-864.

Sponsors must attach tax returns for the most recent tax year to their affidavit of support. If a sponsor did not file taxes in the most recent tax year, they must attach a statement explaining why they did not file taxes.

Accompanying family members

Each accompanying family member must have either an original or photocopy of the I-864 Affidavit of Support (and I-864A if needed). Copies may be used only for dependents whose names appear on the principal applicant's original petition. Copies of supporting documents are not required for accompanying family members applying for visas together with the principal applicant.

Family members who travel later (follow-to-join) will require one complete set of the documents prepared in support of the principal applicant's I-864. Each individual applicant must present an I-864 Affidavit of Support with original signatures.

If family members have separate visa petitions, each family member must submit a signed I-864 from the petitioner/sponsor, the joint sponsor (if required) and I-864A as required. Each family member must also submit a complete set of supporting documents (such as tax returns, job letters and bank statements).

Domicile

Petitioners and sponsors for family-based immigrant visas are required to be domiciled (live) in any of the States of the United States, the District of Columbia, or any territory or possession of the United States.

Can a U.S. citizen or lawful permanent resident (LPR) petitioner who is not domiciled (residing) in the United States be a sponsor?

No. The law requires a sponsor who is 1) a citizen/ national or a LPR of the United States; 2) at least 18 years of age; 3) domiciled in the United States; 4) the petitioner, and 5) meets certain income requirements. To be domiciled in the United States a sponsor must live or reside in any of the States of the United States, the District of Columbia, or any territory or possession of the United States.

If the petitioner does not have a domicile in the United States, can a joint sponsor file an I-864?

No. Under the law, a joint sponsor cannot sponsor an immigrant when the petitioner does not have a domicile in the United States. The petitioner must first meet all the requirements for being a sponsor, except those related to income, before there can be a joint sponsor.

How is domicile determined?

Domicile is a complex issue and must be determined on a case by case basis. To qualify as a sponsor, a petitioner who is residing abroad must have a principal residence in the United States and intend to maintain that residence for the foreseeable future. Lawful permanent resident (LPR) sponsors must show they are maintaining their LPR status.

Many U.S. citizens and LPRs reside outside the United States on a temporary basis, usually for work or family considerations. "Temporary" may cover an extended period of residence abroad. The sponsor living abroad must establish the following in order to be considered domiciled in the United States:

- ☐ He/she left the United States for a limited and not indefinite period of time;
- ☐ He/she intended to maintain a domicile in the United States; and
- ☐ He/she has evidence of continued ties to the United States.

An American citizen or LPR spouse or dependent who has maintained a residence in the United States and/or whose spouse/parent works in one of the categories listed below would also qualify as a sponsor.

Individuals living abroad temporarily due to their employment may be considered domiciled in the United States. What kind of employment abroad can be counted as U.S. domicile?

- ☐ Employment by the U.S. government;
- ☐ Employment by an American institution of research recognized by the Attorney General;
- ☐ Employment by an American firm or corporation engaged in whole or in part in the development of foreign trade and commerce with the United States, or a subsidiary of such a firm;

- ❑ Employment with a public international organization in which the United States participates by treaty or statute;
- ❑ Employment by a religious denomination/group having a genuine organization within the United States and is stationed abroad with that religious denomination; or
- ❑ Employment as a missionary by a religious denomination/group or by an interdenominational mission organization within the United States and is stationed abroad with that religious denomination.

There may be other circumstances in which a sponsor can show that his or her presence abroad is of a temporary nature, and the sponsor has a domicile in the United States. The sponsor must satisfy the consular officer that he/she has not given up his/her domicile in the United States and established his/her domicile abroad.

How can a petitioner establish a domicile in the United States?

When a sponsor has clearly not maintained a domicile in the United States, he/she will need to re-establish a U.S. domicile in order to qualify as a sponsor. The sponsor may take a number of steps to show that he/she is establishing his/her principal residence in the United States. Some examples of steps one can take to establish domicile include:

- ❑ Finding a job in the United States;
- ❑ Locating a place to live in the United States;
- ❑ Registering children in U.S. schools;
- ❑ Making arrangements to give up (relinquish) residence abroad; or
- ❑ Providing other evidence of a U.S. residence.

If the sponsor establishes U.S. domicile, it is not necessary for the sponsor to go to the United States before the sponsored family members. However, the sponsored immigrant may not enter the United States before the sponsor returns to the United States to live. The sponsored immigrant must travel either with the sponsor or after the sponsor has returned to the United States.

Some documents which may establish proof of domicile are listed below:

- ❑ Checking account statements showing daily activity in the USA over an extended period of time.
- ❑ Doctors, medical, and/or pharmacy bills covering an extended period of time.
- ❑ A lease agreement or utility bills in the petitioner's name.
- ❑ Voter registration cards (U.S. citizens only)
- ❑ Advance parole and/or re-entry permit (Legal Permanent Residents only).

POLICE CERTIFICATE

Police certificates are required for each visa applicant aged 16 years or older. Generally, you must apply for these certificates directly from police authorities in the district in which you reside. You must submit a police certificate from the country in which you currently live (if you have lived there for more than six months). If you lived in a different country for more than 12 months after the age of 16, you must also submit a police certificate from that country. If you were arrested or convicted of a crime in a country, regardless of your age at the time the crime took place, or how long you resided in that country, you must submit a police certificate from that country. The police certificate must cover the entire period of the applicant's residence in that area, and state what the appropriate police authorities records show concerning each applicant, including all arrests, the reason for the arrest(s), and the disposition of each case in which there is a record.

Present and former residents of the United States should NOT obtain police certificates covering their residence in the U.S.

Police certificates are required from Turkey. Please contact the closest "Cumhuriyet Savcılığı" (Public Prosecutors Office) to obtain Turkish police certificates. Police Certificates from Turkey are known as "Arşiv Kayıtlı Adli Sicil Kaydı".

IMPORTANT: *When requesting the police certificate (adli sicil kaydı), applicants must specifically request that both the current and archived records be shown on the document.*

Police certificates are not required from Iran or any country on the following list:

AFGHANISTAN BANGLADESH BULGARIA CAMBODIA CHAD EQUATORIAL GUINEA HAITI	IRAN LIBYA MEXICO MONGOLIA NIKARAGUA SIERRA LEONE	SOMALIA SUDAN TAJIKISTAN TOGO TONGA UNITED STATES OF AMERICA
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Police certificates from these countries are available only to persons physically present in the country who apply in person:

ALBANIA BARBADOS ECUADOR ERITREA ETHIOPIA	GUATEMALA INDIA JORDAN KUWAIT MOZAMBIQUE	NAMIBIA PARAGUAY RWANDA UNITED ARAB EMIRATES YEMEN
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Police certificates from the following countries are available only through the United States Embassy or Consulate. Contact the American consular office if you currently are, or have been a resident of one of these countries:

COSTA RICA FIJI	KOREA NETHERLANDS	SRI LANKA TURKMENISTAN
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INSTRUCTIONS FOR MEDICAL EXAMINATION

All intending immigrants are required to undergo a medical examination by one of the medical doctors on the following list. The physicians will provide the necessary medical examination forms. You must have your passport and two passport size photographs along with your case number with you in order to complete the medical exam. Make sure that your medical examination is completed BEFORE YOUR APPOINTMENT DATE and bring the results of the examination on your appointment date. We suggest that you make arrangements for your medical examination at least THREE or FOUR days prior to your appointment date. You do not need to bring your X-Ray to your visa interview. If you suffer from a chronic illness, have been treated for any disease or are under psychiatric care, doctors recommend you to present your medical file during examination.

IMPORTANT NOTE: Applicants ages two (2) years to fourteen (14) years of age (from 2nd birthday until reach 15th birthday) must undergo the medical examination at least four (4) work days prior to their scheduled appointment at the Consulate. Failure to do so may result in processing delays or rescheduling of initial appointment.

MEDICAL EXAMINATION AND VACCINATION FEES: Charges for the physical examination and other required tests are to be paid by the visa applicant. Fees are approximately as follows: blood test \$25.00; chest x-ray \$45.00; physician examination \$100.00. Vaccination fee varies from \$5.00 to \$200.00 depending on age and vaccines required.

Medical Doctors	Addresses & Phone Numbers	Working Hours
Dr. Mehmet Ungan Dr. Handan Ungan	Atatürk Bulvarı 237/44-45 Email(s): drungan@doctorun.com doctorun@doctorun.com mungan@duzen.com.tr	Monday to Friday: 09:00-19:00 Saturday: 9:00-13:00 Sunday: Closed
For an appointment, please visit: http://www.doctorun.com/		

The validity of your visa will be limited with the validity of your medical report. Medical reports classified as "Class B (TB)" are valid for 3 months from the date the doctor signed the report. All other medical reports classified as "No apparent disease or defect" are valid for 6 months after the doctor's signature date. If your case is subject to further administrative processing, or if the processing of your file is delayed due to missing documents, the medical report may expire before your visa is issued. In that case, you would be required to renew the examination and submit an updated medical report to our office before you receive your visa.

VACCINATION REQUIREMENTS: United States Immigration Law requires immigrant visa applicants to obtain certain vaccinations (listed below) prior to the issuance of an immigrant visa. Instructions and procedural guides direct panel physicians who conduct immigrant visa medical examinations to verify that applicants have met the vaccination requirement, or that it is medically inappropriate for the visa applicant to receive one or more of the listed vaccinations: **Mumps, Measles, Rubella, Polio, Tetanus and Diphtheria Toxoids, Pertussis, Influenza Type B (HIB), Hepatitis A, Hepatitis B, Varicella, Pneumococcal, Influenza, Rotavirus, Meningococcal.**

In order to assist the panel physician, and to avoid delays in the processing of your visa, all immigrant visa applicants should have their vaccination records available for the panel physician's review at the time of the medical examination. Visa applicants should consult with their regular health care provider to obtain a copy of their immunization record, if available. If you do not have a vaccination record, the panel physician will work with you to determine which vaccinations you may need to meet the requirement. Certain waivers of the vaccination requirement are available upon the recommendation of the panel physician. Only a physician can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history and current medical condition.

CHECKLIST

FILING I-130

- ☐ Form [I-130](#) (Petition for Alien Relative)
- ☐ Form [G-325A](#) (Biographic Information Sheet)
- ☐ Fee (\$420.00 per each I-130)
- ☐ Copy of Passport, Naturalization Certificate, or Birth Certificate
- ☐ Birth Certificate of beneficiary
 - ☐ Photocopy and translation (if the document is not in English or Turkish)
- ☐ Marriage Certificate
 - ☐ Photocopy and translation (if the document is not in English or Turkish)(two sets)
- ☐ Divorce Decree or Death Certificate (for each prior marriage)(two sets)
 - ☐ Photocopy and translation (if the document is not in English or Turkish)
- ☐ Police Certificate (for applicants older than 16; not required from Iran)
 - ☐ Original and translation (if the document is not in English or Turkish)
- ☐ Copy of Court and Prison Records (if applicable)
 - ☐ Copy and translation (if the document is not in English or Turkish)
- ☐ [I-864](#) (Affidavit of Support) from petitioner
 - ☐ 1040 and W-2 forms for the most recent tax year
 - ☐ Proof of other assets (if necessary)
 - ☐ Statement explaining why you did not file taxes (if necessary)
- ☐ [I-864](#) from cosponsor (if necessary)
 - ☐ 1040 and W2 forms from cosponsor for the most recent tax year (if necessary)
 - ☐ Copy of co-sponsor's U.S. passport or green card
- ☐ One photograph of petitioner, two photographs of beneficiary (please write the names at the back)

FINAL VISA INTERVIEW

- ☐ Fee (\$325 per each beneficiary)
- ☐ DS-260 Immigrant Visa Electronic Application – online submission is required only
- ☐ Original passports
- ☐ Passport pickup location registration receipt
- ☐ Original Birth Certificate
- ☐ Original Marriage Certificate
- ☐ Original Divorce Decrees or Death Certificates (for each prior marriage)
- ☐ Original court documents (if applicable)
- ☐ Medical Report
- ☐ Proof of Relationship
- ☐ Proof of US Domicile (if necessary)